

Lakeport Main Street Association

Board Member Responsibilities Policy

1. Be a member in good standing of the Lakeport Main Street Association (LMSA) for at least one year.
2. Able to perform 60 volunteer hours annually, not including Board meetings.
3. Understand and promote the organization's mission
4. Be familiar with the organization's programs, policies, and operations
5. Have not served on the Board in the previous 4 years and have not resigned from the Board prior to the completion of their term.
6. Attend monthly board meetings and appropriate committee meetings
 - a. Board members should notify the President or Secretary via email or written notice if they are unable to make a meeting and provide any input for the meeting.
 - b. Board members are expected to attend all Board meetings, unless previously excused via notifying the President or Secretary as described in line a.
 - c. Board members who do not attend meetings will be subject to removal if they have two unexcused absences.
 - d. Excused absences will be considered for health issues, religious reasons, or business related reasons.
 - e. Members meeting the conditions defined in "C" will be contacted by the Board President to discuss the problem. The member's response will promptly be shared by the President with the entire Board at the next Board meeting. In that meeting, the board will decide what actions to take regarding the board member's future membership on the Board. If the Board decides to terminate the Board Member's membership, termination will be conducted per the Lakeport Main Street Association ByLaws, article 6 line5.
7. Be an authorized representative of a business in the 95453 zip code or own a business in the 95453 zip code or represent a non-profit in Lake County or be employed by the City of Lakeport.

Adopted by a motion of the Board of Directors on August 21, 2023.